

FRUIT HEIGHTS CITY COUNCIL MEETING

January 5, 2021 Fruit Heights City Council Chambers 910 S Mountain Road Fruit Heights City, UT 84037

7:00 P.M. CITY COUNCIL MEETING

- 1. WELCOME: MAYOR JOHN POHLMAN
 - 1.1. Pledge of Allegiance and Opening Ceremony (By Invitation)
 - 1.2. Roll Call
- 2. DECLARATION OF CONFLICT(S) OF INTEREST
- **3. PUBLIC COMMENTS** The public may address the Mayor regarding issues that are not on the agenda. We ask that you please limit your comments to 3 minutes.

No action may be taken on any item not on the agenda

- 4. SPECIAL PRESENTATION(S):
 - 4.1. YCC Presentation
 - 4.2. Presentation from Citizen Corps Council, Recognition of J.R. Westmoreland
- 5. CITY BUSINESS:
 - 5.1. Review/Discuss/Approve/Deny 2021 City Council and Planning Commission Meeting Calendar.
 - 5.2. Review/Discuss/Approve/Deny Culinary Water Conservation Plan
- 6. CONSENT CALENDAR:
 - **6.1.** FY 2019 2020 Financial Statement
 - **6.2.** FY 2020 2021 Budget Document
- 7. INFORMATION ITEMS/UPCOMING EVENTS:
 - 7.1. January 26, 2021 Strategic Planning Meeting
 - 7.2. January 16, 2021 Planning Commission Meeting
 - **7.3.** February 2, 2021 FY 2019-2020 Audit Report
- 8. REVIEW AND APPROVAL OF MINUTES FROM PREVIOUS MEETING:
 - November 10, 2020
 - December 1, 2020
- 9. CITY COUNCIL & STAFF REPORTS This time is set aside to provide updates on City Oversite Assignments and projects.

Mayor's Report

City Council Reports

City Engineer

City Planner

Public Works

City Manager

- 10. ELECTRONIC MEETING: By motion of the Fruit Heights City Council, Elected Officials and City Staff can participate in regularly scheduled meetings via electronic media when approved by the Mayor.
- 11. CLOSED MEETING: By motion of the Fruit Heights City Council, pursuant to Title 52, Chapter 4 of the Utah Code, the City Council may vote to hold a closed meeting for any of the purposes identified in that chapter.

12. ADJOURNMENT:

CERTIFICATE OF POSTING

I HEREBY CERTIFY that a copy of this agenda was posted on the City's Website, www.fruitheightscity.com, posted to the Utah State public notice website http://www.utah.gov/pmn/index.html, and was emailed to at least one newspaper of general circulation within the jurisdiction of the public body.

R. Brandon Green

R. Brandon Green - City Recorder

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should contact the City Manager, Brandon Green at (801)546-0861, at least 24 hours prior to the meeting.

Council Member Julia Busche mentioned many members of the Citizen Corps Council were in attendance as well as members of J.R. Westmoreland's family to recognize the service J.R. Westmoreland made as a key member of the Citizen Corps Council—especially as part of the Ham Radio Operations Core. He made a great contribution to our city over the years and will be missed. Council Member Julia Busche recognized his wife Melodee and daughter Elena who were present. Starli Taft took some time to talk about J.R. Westmoreland's life. Council Member Julia Busche then concluded by summarizing his many life accomplishments and presenting the family with flowers and a card. Mayor John Pohlman joined in thanking the family as well.

CITY BUSINESS:

Review/Discuss/Approve/Deny 2021 City Council and Planning Commission Meeting Calendar:

Review of 2021 Calendar - Council Members discussed the 2021 calendar for the City Council and the Planning Commission. Council Member Eileen Moss clarified the strategic planning meeting date for the City Council will be on January 26. Mayor John Polhman explained he has planned the strategic planning meeting to include identifying priorities and ranking and analyzing them for what can be accomplished in 2021. Council Member Jeanne Groberg pointed out the Patriotic Devotional was listed too early in the month of June so it was corrected to June 27.

Following discussion, Council Member Eileen Moss made a motion to approve the 2021 City Council and Planning Commission Meeting Calendar with changes as discussed. The motion was seconded by Council Member Jeanne Groberg and it was approved unanimously.

Review/Discuss/Approve/Deny Culinary Water Conservation Plan:

Public Works Superintendent Darren Frandsen talked about the ongoing work on the Culinary Water Conservation Plan document that had been provided to City Council members. Work on the plan started in the summer of 2020 with the help of Jones and Associates. The plan was then turned into the State of Utah for review. The State of Utah came back with a positive response and no changes were needed. Mayor John Pohlman asked if perhaps the City was not pushing enough to maximize conservation, and Public Works Superintendent Darren Frandsen replied that Fruit Heights City is leading in the State on conservation being one of the first to do tiered water rates and otherwise leading out in adopting policies and procedures to maximize water conservation.

The City Council, Public Works Superintendent Darren Frandsen, Mayor John Polhman and City Manager Brandon Green continued to discuss the positive aspects of the plan - like the Smart Timer program with Weber Basin - and answered various questions from Council members about the plan. Public Works Superintendent Darren Frandsen explained the document and mentioned it would be available online.

Following discussion, Council Member Diane Anderson made a motion to approve the Culinary Water Conservation Plan as discussed. The motion was seconded by Council Member Julia Busche and it was approved unanimously.

As a side note, Mayor John Pohlman mentioned he had presented to all the Mayors in Davis County about the Smart Timer program Fruit Heights is using. About six other Mayors are going to use Smart Timers in their cities and most importantly Hill Air Force Base will be adopting them as well. School Districts and Church organizations are next on Mayor John Pohlman's list.

CONSENT CALENDAR:

FY 2019 -2020 Financial Statement and FY 2021-2022 Budget Document

City Council members discussed the City's 2019-2020 financial statement and its 2020-2021 budget document, which had been provided to them. Council Member Eileen Moss commented she was not seeing variations out of what she expected in them and said that was a good thing. Council Member Jeanne Groberg had reviewed them as well and thought City Manager Brandon Green had done a good job. City Manager Brandon Green replied that there are still some updates and changes to come. It was discussed that there will need to be further edits to the documents, and they should be done in the next few days. Once edits are complete the City Council agreed to review it again.

INFORMATION ITEMS/UPCOMING EVENTS:

January 16, 2021 Planning Commission Meeting

January 26, 2021 Strategic Planning Meeting

Mayor John Pohlman asked the City Council to come prepared for the Strategic Planning Meeting. The City Council will create a list of priorities that the council wants to achieve during 2021.

February 2, 2021 FY 2019-2020 Audit Report

City Manager Brandon Green also mentioned that there will be an ethics training on February 16, 2021 at the City Council meeting.

REVIEW AND APPROVAL OF MINUTES FROM PREVIOUS MEETING:

Proposed Minutes from November 10, 2020 City Council Meeting

After brief discussion, Council Member Julia Busche made a motion to approve the minutes for the November 10, 2020 City Council meeting. The motion was seconded by Council Member Diane Anderson and it was approved unanimously.

RESOLUTION 2021-001 Water Conservation Plan January 2021

BE IT HEREBY RESOLVED, by the City Council of Fruit Height City, State of Utah, as follows:

WHEREAS, Fruit Heights City has a Water Conservation Plan (in accordance with U.C.A. 73-10-32) that establishes conservation planning efforts identifying water supply inventory for both present and future water requirements and establishes implementation procedures;

WHEREAS, the City Engineer and Culinary Water Systems Superintendent have reviewed and recommend the adoption of the Water Conservation Plan,

WHEREAS, the City Council has reviewed the recommendation,

WHEREAS, a copy of the document was made available for public review at the Fruit Heights City Offices located at 910 S Mountain Road, Fruit Heights, Utah 84037.

NOW THEREFORE BE IT RESOLVED, Fruit Heights City hereby adopts the **Water Conservation Plan**, dated August 2020, for the geographic City boundary of Fruit Heights City. The plan was updated by Jones and Associates Consulting Engineers.

PASSED AND ADOPTED by the City Council of Fruit Heights City on January 5, 2021.

ATTEST:

City Recorder, Brandon Green

Fruit Heights City Corporation

Water Conservation Plan



August 2020



Updated By

JONES & ASSOCIATES

Consulting Engineers



Table of Contents

SECTION 1 –SYSTEM PROFILE	1
SERVICE AREA	1
SUPPLY	1
WATER SUPPLY & USE	2
FUTURE WATER SOURCES & COST PROJECTION	
WATER MEASUREMENT & BILLING	3
SYSTEM WATER LOSS CONTROL	3
INCREASING RATE STRUCTURE	4
WATER USE	5
USE - GALLONS PER CAPITA PER DAY	6
SECTION 2 - CONSERVATION PRACTICES	
CURRENT CONSERVATION	7
CONTACT	8
EVALUATION OF EXISTING CONSERVATION EFFORTS	8
NEW BEST MANAGEMENT PRACTICIES & IMPLEMENTATION PLAN	9
PUBLIC INFORMATION, EDUCATION, & PROGRAMS	9

SERVICE AREA

Fruit Heights City currently serves all areas within the City boundaries (See Map 1). The current City boundary includes approximately 2.30 square miles. Of this area approximately 674 acres is residential; 43 acres is commercial, industrial, or institutional; 154 acres makes up the mountain hillside portion of the City; 99 acres is undeveloped parks and open space; and 177 acres are developed parks (including a golf course). Streets and hard surfaced areas have not been subtracted out of the totals.

Fruit Heights currently provides culinary water to approximately 6,200 people through 1,780 connections. This water is intended for indoor, sanitary, and commercial uses. Water for outdoor and landscaping needs is provided and managed by the Haights Creek Irrigation Company, Benchland Irrigation Company, and a small Special Improvement District managed by the City (60 connections).

Table 1.1 below lists each type of connection and the total number of each as of December 2019.

Connection TypeTotalResidential / Domestic1,767Commercial3Institutional10Industrial0

1,780

Table 1.1 - Number of Connections

SUPPLY

Fruit Heights obtains its water from two (2) sources: a potable water well (owned and operated by the City) and wholesale water purchased from Weber Basin Water Conservancy District (WBWCD).

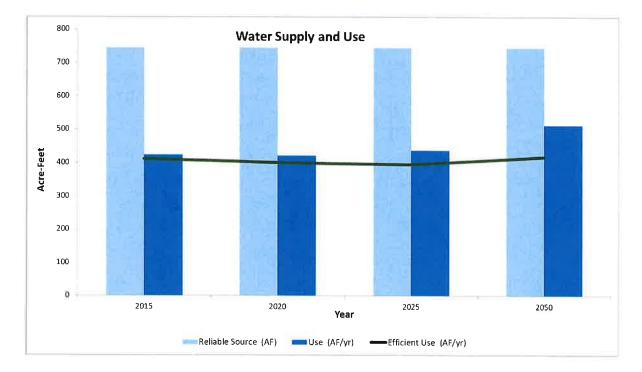
Table 1.2 below shows a breakdown of the current water sources, as of December 2019.

Table 1.2 - Existing Water Sources

Source	Volume (Acre-Feet)	Total (Acre-Feet)
Wells	42.72	42.72
Wholesale	745	745
		787.72

WATER SUPPLY & USE

As illustrated in graph 1.1 below, the City's water supply versus projected use provides a sufficient amount of water through the year 2050.



Graph 1.1 - Water Supply and Use

FUTURE WATER SOURCES & COST PROJECTION

The Fruit Heights Water Conservation Plan, completed in 2014, indicates that build-out could occur as early as 2021 with an approximate population of 6,817 requiring 545-793 acre-feet of water. However, based on a re-evaluation of developable land and a slowing of the economy, it is more likely that buildout will not occur until approximately 2042 with an estimated population of 7,241 people. The City has an annual reliable water supply of 745 acre-feet. According to the graph above, the City has sufficient water supply through 2050. In the event the actual population exceeds the projected population the City may need to acquire additional water from Weber Basin Water Conservancy District. The implementation of continued water conservation measures may eliminate or substantially slow any need for additional water.

Due to anticipated sufficient water supply through build-out, the City will not need to purchase any additional reliable water source.

WATER MEASUREMENT & BILLING

Institutional

Government

Meters: All of the connections to the water system are metered and read monthly using the automated Badger Meters. Table 1.4 below shows the City's metered connections as of December 2019.

Connection Percentage of Reading Replacement **Type** System Frequency Schedule* Residential 99% 1 / Month As Needed Commercial >1% 1 / Month As Needed Industrial NA NA

>1%

>1%

Table 1.4 – Metered Connections

NA

As Needed

As Needed

New Development: All new developments are required to follow Title 11, Subdivision Regulations, of the City Code. As part of the approval process, the City Engineer checks the available water resources against the current water model. If the water model indicates that the proposed subdivision can be served, then the subdivision is allowed to proceed through the approval process. Along with this, the Developer must obtain a "Will-Serve" letter from the secondary water provider for needed irrigation water.

1 / Month

1 / Month

During construction of the subdivision, City staff oversees and inspects the water system to ensure the installation meets City Standards. The Public Works Director uses a temporary hydrant meter to help account for water used for construction activities.

SYSTEM WATER LOSS CONTROL

Table 1.5 below shows the annual metered source, annual use, and percentage loss for the past five years. The average loss over the past six years is 11.55%. This is only slightly higher than the average 7.61% reported over a ten-year period (2010-2020). This increase can be attributed to more accurate reporting and metering.

Year **Population Annual Source (AF)** Annual Use (AF) % Difference 2014 5,744 541.17 441.22 18.47% 2015 5,726 490.3 424.3 13.46% 2016 5,760 436.9 436.9 0% 2017 5,750 469.53 432.62 7.86% 2018 5,910 451.01 395.45 12.32% 2019 6,200 448.05 371.04 17.19%

Table 1.5 – Annual Information

The City monitors the amount of water taken at each of its sources. The amount of water produced from year to year from the well will vary depending on groundwater and snowpack conditions. The largest

discrepancy in the available source versus the source used can be contributed to leaks, tank overflows/spills, meter reading errors and software reporting problems.

Losses are controlled through the following means:

SCADA System: Each storage reservoir is equipped with a SCADA system that provides continual monitoring of water storage. In the event there are issues with the pressure or levels of water, the City's designated employees are immediately alerted and able to quickly resolve the issue.

Internal Audit: The City audits their system two ways:

- 1. An internal audit of all connections is completed annually by City staff. Employees verify meters are properly functioning and replace those that are not.
- 2. A "zero consumption" meter report is created every other month. Each meter is investigated and replaced as needed.

INCREASING RATE STRUCTURE

The following table outlines the current water rate schedule adopted by Resolution and effective on July 1, 2019. The base rate does not include a base allotment of water. Users are charged a fee based on a tiered rate structure for every 1,000 gallons of water used. The tiered rate structure continues to help encourage water conservation throughout the City.

Table 1.6 - Water Rate Schedule

\$ Base Rate / Month	Allotment (Gal) Rounded to Nearest Thousand	Additional Fee / 1,000 Gal	
	0 – 8,000	\$1.15	
	9,000 – 10,000	\$2.55	
\$33.20	11,000 – 14,000	\$2.75	
	15,000 – 24,000	\$3.05	
	25,000 and above	\$3.35	

WATER USE

Potable Water

Table 1.7 below shows the potable water inflow versus the water outflow for each type of use from 2005 through 2019.

Table 1.7 - Potable Water Use*

	INFLOW	OUTFLOW					
Year	Total (AF)	Res.	Com.	Ind.	Inst.	Total (AF)	% Diff.
2005	245.35	245.35	0	0	0	245.35	0%
2006	373.67	374.00	0	0	0	374.00	-0.09%
2007	524.28	524.26	0	0	0	524.26	0%
2008	569.04	562.62	0	0	0	562.62	1.13%
2009	501.54	501.54	0	0	0	501.54	0%
2010	432.51	416.11	0	0	0	416.11	3.79%
2011	416.53	403.00	0	0	0	403.00	3.25%
2012	0.00	410.20	4.00	0	1.10	421.30	0%
2013	452.26	453.32	0	0	0	453.32	-0.23%
2014	541.17	435.72	5.50	0	0	441.22	18.47%
2015	490.30	418.50	5.80	0	0	424.30	13.46%
2016	436.90	431.30	5.60	0	0	436.90	0%
2017	469.53	408.37	21.77	0	2.48	432.62	7.86%
2018	451.01	371.99	22.05	0	1.41	395.45	12.32%
2019	448.05	325.67	43.76	0	1.61	371.04	17.19%

^{*}Information obtained from Utah Division of Water Rights Water Records/Use Information

This analysis shows an average loss (deficiency) of 5.13% per year in the distribution system between 2005 and 2019. If, however, the years where the data indicates a negative loss (more outflow than inflow) are eliminated, the average loss between 2005 and 2019 is 6.45%. Further analysis indicates that between 2005 and 2013 the average loss was less than 1% and between 2014 and 2019 was 11.55%.

The increase can be attributed to a more accurate accounting, metering, and reporting of water use. Water loss can be attributed to fire hydrant use, meter errors, and system leaks. The goal of the City is to reduce losses even further as additional improvements are made to the water infrastructure.

Non-potable Water

Prior to 2004, the City had 60 connections utilizing culinary water for landscaping and outdoor needs. However, a special improvement project was constructed and, as of 2005, the City does not have any culinary water connections that use culinary water for outdoor purposes. All users within the City are serviced through and monitored by either the Haights Creek Irrigation

Company, Benchland Irrigation Company, or the City's small Special Improvement District. The City continues to prohibit the use of culinary water for landscaping and outdoor needs.

USE - GALLONS PER CAPITA PER DAY

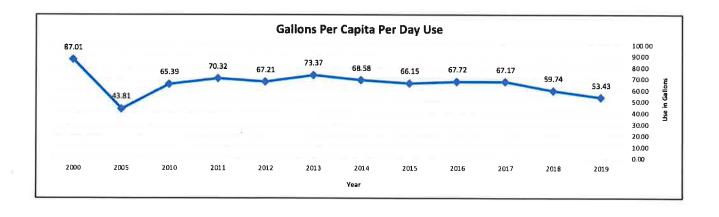
Table 1.8 below illustrates the gallons per capita per day by type of connection for 2019. The City does not provide or measure secondary water, this is done independently through the Haights Creek Irrigation Company, Benchland Irrigation Company and the City's Special Improvement District. All City connections must utilize secondary water for outdoor use.

Table 1.8 – 2019 GPCD by Use Type

	Total
Residential	46.90
Commercial	6.30
Institutional	0.23
Industrial	0
Total	53.43

Graph 1.2 below illustrates the Gallons per Capita Per Day Use trend, indicating an overall decrease in water use and an increase in conservation.

Graph 1.2 – Gallons Per Capita Per Day



SECTION 2 – CONSERVATION PRACTICES

CURRENT CONSERVATION

Fruit Heights City places a high value on the conservation of water and is already practicing the following:

- All culinary water connections are currently metered.
- The City is installing updated residential meters that record 40 days of usage. The new meters
 allow the City to obtain readings daily (if needed) and detect possible leaks on each service as
 well as obtain accurate data for the water budget.
 - City employees monitor the water use and meters are read monthly. Users work with the City to identify the issue(s) so that it can be repaired in a timely manner.
 - "Zero Consumption" readings are investigated every other month and faulty meters are replaced where necessary.
- The City provides water conservation education and public outreach through:
 - o Providing conservation tips on City's Website.
 - o Information in City's Newsletter.
 - o Providing a copy of the Annual Consumer Confidence Report with a utility bill.
 - Supporting the Davis County Water Fair for elementary school students.
- Smart Sprinkler Pilot Program
 - The City has partnered with Orbit Irrigation and Weber Basin Water Conservancy District to provide residents with smart sprinkler controllers. These controllers connect to local weather stations to optimize irrigation by auto-adjusting to weather and soil conditions.
 - o In order to participate, residents must sign up, purchase the \$20 controller, perform a water audit on their lawn, allow data to be collected, and attend an in-person smart water presentation.
 - Weber Basin Water Conservancy District will collect the data and use it to determine how effective timers are compared to meters.
- The City maintains memberships in supporting organizations such as American Water Works
 Association, Water Environment Federation and The Rural Water Association that educate our
 personnel and keep up to date on source protection, public education and current regulations.
- The City requires the use of secondary water for all outdoor uses.
- The current water pricing and billing system was updated and adopted by resolution in July 2019. The new pricing and billing is adequate to cover expenses in the water enterprise account and is tiered so as to discourage excessive water use. The City may consider additional water pricing and billing system updates as needed.
- The City continues to complete infrastructure projects identified in the Capital Facilities Plan.

CONTACT

The following individual is responsible for meeting efficiency goals:

Public Works Director, Darren Frandsen 910 South Mountain Road Fruit Heights, UT 84037 dfrandsen@fruitheightscity.com

EVALUATION OF EXISTING CONSERVATION EFFORTS

In the 2014 Water Conservation Plan, the City established four goals based upon the issues identified. The goals and status of each are provided below:

Goal 1 – Strive to maintain the City's per capita water use of 72 gallons per capita per day. The per capita water use per day of 72 is below the statewide average. Measures should be taken to keep the per capita water use similar to what was experienced in 2013. The savings will be measured in acre-feet and will be analyzed every five years by using the data that is submitted to the Division of Water Rights.

Status: As shown in Table 1.9 below, between 2014 and 2019, the City had an average of 63.7 gallons per capita per day. This meets and exceeds the goal at 113% and demonstrates the effectiveness of current and past conservation efforts.

Table 1.9 – 2014-2019 Gallons Per Capita Per Day

Year	Gallons Per Capita Per Day	
2014	68.58	
2015	66.15	
2016	67.72	
2017	67.17	
2018	59.74	
2019	53.43	
Average = 63.70		

Goal 2 – Maintain a financially viable water system. The water pricing system should encourage customers to reduce their usage without creating a revenue shortfall. The city has increased water rates yearly since 2009. This has ensured the water system is financially viable; this also encourages water conservation practices. The water rates are set with a base rate and then they are tiered with rates that get more expensive as additional water is used.

Status: This goal is ongoing. The City evaluated and increased both the base rate and the tiered rates yearly through fiscal year 2019-2020. As demonstrated by the yearly decrease in gallons per capita per day, the fees remain effective.

- **Goal 3 Infrastructure upgrades and replacement.** During the next five-year period, continue to complete projects identified in the City's Capital Facilities Plan. This goal will help ensure that older infrastructure is replaced with newer improvements and thus help reduce loss and unaccounted for water.
 - Status: The City continues to complete projects identified in the Capital Facilities Plan.

 Various water projects have been completed over the last 5 years. These projects include replacing outdated main and service piping with new piping in various locations throughout the City and reservoir rehabilitation work.
- Goal 4 System audit and leak detection and repair program. Within the next five years complete a system audit to determine locations where better metering is needed. Continue to implement a leak detection program throughout the city to discover leaks in the distribution system. The leak detection program would aim to inspect locations with suspected leaky water pipes as well as locations within the city with older infrastructure. Repairs will be on an as needed basis and as funds permit.

Status: This goal has been achieved and exceeded. The City performs a monthly audit and is able to make contact within a few days of a leak happening. In addition to this, any meter that is registering as zero consumption is investigated and the meter repaired or replaced so accurate consumption can be captured.

NEW BEST MANAGEMENT PRACTICIES & IMPLEMENTATION PLAN

In addition to continuing existing practices and implementing the Capital Facilities Plan, the City plans to also:

- Goal 1 Increase Public Awareness & Education Efforts: Currently, the City only utilizes the City's website to provide information about water conservation. Over the next five years, the City plans to provide bi-annual flyers/information with the monthly utility bill utilizing existing messages from Slow the Flow, DWRs's Conserve Utah, and WaterSense.
- **Goal 2 Reduce Water Use.** Over the next five years, the City will reduce overall water deficiency by 5%, bringing the average water loss down to 6.5%.
 - 1. Reduce governmental water use at City building and parks by 5%.
 - 2. Continue to install water meters that record 40 days of usage.
 - 3. Implement high water use notification system to ensure Users are notified of high-usage in a timely manner.
- **Goal 3 Monitor Construction Water**. By 2022, create an Ordinance requiring all new development and construction projects utilize a meter when flushing hydrants or new connections. The Ordinance shall include how water consumed is paid and penalties.
- **Goal 4 Review and Update Ordinances.** To ensure requirements are up-to-date and effective, over the next five years, review and update the City's ordinances related to water conservation efforts. More

specifically review Title 8 Public Utilities, Chapter 5 Water Conservation Measures, and Title 11 Subdivision Regulations.

PUBLIC INFORMATION, EDUCATION, & PROGRAMS

The City currently provides regular information to residents and educates them on wise watering practices through the City's newsletters; website: https://www.fruitheightscity.com/296/Water-Conservation; and works to educate high-use consumers individually.

ORDINANCES & STANDARDS IN PLACE

The following ordinances and standards have been adopted and are currently in place:

- Water Shortage Plan, 2014
- Public Work Standards for Development, Design, & Construction were updated and adopted in June 2019
 - Incorporates the Manual of Standard Plans, published by Utah LTAP Center, Utah State University (commonly known as APWA)
 - Includes information for Low Impact Developments (using rainwater, collecting rainwater, etc.)
- City Code, Title 8 Public Utilities, Chapter 5 Water Conservation Measures
- City Code, Title 11 Subdivision Regulations